



**STATEMENT OF PROCEEDINGS FOR THE  
REGULAR MEETING OF THE  
PROBATION OVERSIGHT WORKING GROUP  
KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 372  
LOS ANGELES, CALIFORNIA 90012**

**Thursday, May 12, 2016**

**2:30 PM**

AUDIO FOR THE ENTIRE MEETING. (16-2570)

**Attachments:** [Audio](#)

**Call to Order**

**Chair Chodroff called the meeting to order at 2:34 p.m.**

**I. ADMINISTRATIVE MATTERS**

Present: Chair Carol Chodroff, Vice Chair Alex Johnson (arrived at 2:38 p.m.), Gabriella Holt, Don Meredith and Jose Osuna

1. Approval of Minutes for the Meeting of April 27, 2016. (16-2300)

**On motion of Member Holt, seconded by Member Meredith (Vice Chair Johnson being absent), the Probation Oversight Working Group approved the April 27, 2016 Minutes.**

**Attachments:** [Minutes](#)

2. Meeting Schedule and Location Update. (16-2301)

**The Working Group Members reviewed the revised Meeting Schedule and Location Chart. Under review were the dates of July 20, 2016 and December 21, 2016. After discussion, on motion of Chair Chodroff, seconded by Member Osuna, the Probation Oversight Working Group approved the revised Meeting Schedule.**

**By Common Consent, there being no objection, the aforementioned matter was reconsidered and discussion ensued.**

**After discussion, on motion of Member Holt, seconded by Vice Chair Johnson, the Meeting Schedule was approved as amended to include an**

---

adult probation facility as a possible location for a meeting, and the Van Nuys Juvenile Reporting Center was reaffirmed as the location for the July 20, 2016 meeting. In addition, the December 21, 2016 date will remain on the Meeting Schedule with reconsideration at a later date.

Attachments: [Revised Meeting Schedule](#)

## **II. OVERSIGHT ASSESSMENT: Review of Previous Presentations**

3. Discussion of the information obtained from last meeting's Presentations, pending reports and next steps. (16-2307)

**Chair Chodroff opened the floor for discussion relative to the presentations given by the Auditor-Controller's DOJ Audit Compliance Unit, and CCJCC at the meeting of April 27, 2016.**

**Significant discussion ensued relative to the Court Order obtained by VIP (Violence Intervention Program Community Mental Health Center), the contractor who conducted juvenile interviews for the Auditor-Controller. Members of the Working Group voiced their concern over the limitation of the questions that could be asked the juveniles, the voluntary participation stipulation, and the lack of the ability to follow-up.**

**After discussion, on motion of Member Meredith, seconded by Member Osuna, the Probation Oversight Working Group Received and Filed the discussion.**

Attachments: [BOS Camp Audit Court Order 1](#)  
[BOS Camp Audit Court Order 2](#)

## **III. PRESENTATIONS**

4. Presentation by Jonathan C. McCaverty, Principal Deputy County Counsel, Law Enforcement Services Division, on behalf of the Civil Grand Jury. (16-2304)

**Jonathan C. McCaverty, Principal Deputy County Counsel, Law Enforcement Services Division, made a presentation on behalf of the Civil Grand Jury. Mr. McCaverty presented an overview of the term of service, functions, qualifications, organization, and investigative abilities of the Civil Grand Jury. Mr. McCaverty informed the Working Group that the Civil Grand Jury is mandated by statute to inspect County jails and juvenile camps and halls. Mr. McCaverty added, however, that the Civil Grand Jury is not a law enforcement agency, and the power held by the Civil Grand Jury is authorized by statute.**

---

During the presentation, Mr. McCaverty answered questions posed by the Working Group and provided the Working Group with copies of the Los Angeles County 2014-15 Civil Grand Jury Final Report.

After discussion, on motion of Chair Chodroff, seconded by Member Osuna, unanimously carried, the Working Group Received and Filed the Presentation.

Attachments:    [Presentation](#)  
                          [2014-2015 Civil Grand Jury Final Report](#)

5.    Presentation by Dave Mitchell, Probation Bureau Chief.    (16-2302)

Dave Mitchell, Probation Bureau Chief, Field Services, presented an overview of Probation Field Services. During the presentation Officer Mitchell informed the Working Group of the value of Probation Officers on school campuses, the need for community and family involvement and oversight of youths at risk, and the need for innovation, development and implementation of programs over the inundation of report processing. Officer Mitchell emphasized the need to streamline the current report processing system in relation to the myriad of departments/agencies the Bureau prepares reports for and the frequency of the requested reports.

Officer Mitchell highlighted the progress the Probation Department has made with lowering the number of incarcerated youths and the efforts dedicated to the oversight of re-entry youths. Officer Mitchell also discussed the importance of keeping dependency cases open for incarcerated foster youth, the collaboration between agencies, and the success of various programs. Officer Mitchell answered questions posed by the Working Group.

After discussion, on motion of Member Holt, seconded by Vice Chair Johnson, unanimously carried, the Working Group Received and Filed the Presentation.

Attachments:    [Presentation](#)

6. Presentation by Jennifer Donnell, Probation Director, Probation Department of Justice, Project Office. (16-2303)

Jennifer Donnell, Probation Director, Probation Department of Justice, Project Office, presented an overview of the role and responsibilities of the Project Office. Director Donnell provided an outline of the Probation Department/DOJ Settlement Agreement Monitoring Fact Sheet. Director Donnell's overview highlighted the Probation Juvenile Halls and the Probation Juvenile Camps. Director Donnell informed the Working Group that each Juvenile Probation Hall has its own DOJ monitoring unit. Each Unit has a Director, a Supervisor, and applicable staff who provide monthly reviews of the Juvenile Hall Settlement Agreement provisions. Relative to the Probation Juvenile Camps, Director Donnell informed the Working Group that DOJ Project Office conducts internal audits with ongoing compliance with the requirements of the juvenile camps Settlement Agreement. Audits are conducted monthly, quarterly, and annually. In February 2015, the DOJ concluded that the County had implemented all of the settlement agreement provisions.

The Working Group voiced their concern of the lack of spontaneous interaction with juveniles by other monitoring agencies. Director Donnell informed the Working Group that Probation personnel are able to readily interact with the juveniles at the camps and halls and are able to conduct unannounced visits.

Director Donnell answered additional questions posed by the Working Group and provided written answers to the Working Group's questions submitted beforehand. During discussion the Working Group requested an organizational chart of the Probation's DOJ Project Office. Probation Staff indicated that a chart will be forthcoming.

On Motion of Member Holt, seconded by Member Osuna, unanimously carried, the Working Group Received and Filed the Presentation.

Attachments: [Presentation](#)

**IV. DISCUSSION ITEM**

7. Review of existing Probation-related Commissions, Committees and Agencies; and discussion of developing an agency presentation schedule and other related matters. (16-2044)

**Cal Remington, Interim Chief Probation Officer, provided the Working Group with an update to the Probation Department's Existing Commissions, Committees and Agencies List (List). Chief Remington informed the Working Group that the Probation's Ombudsman Office was added. The Working Group reviewed the List and discussed future presentations.**

**Member Holt inquired as to the Probation Research Unit. Chief Remington responded and offered additional information relative to the Research Unit, and will extend an invitation to Dr. Michael Schumacher, Probation Consultant, Research and Evaluation to meet with the Working Group.**

**Member Holt indicated that Jesus Corral, Senior Director of Education Services, Los Angeles County Probation Department, has been invited to meet with the Working Group and Member Holt will confirmed his availability on May 25, 2016. Member Holt indicated that Mr. Corral's focus will be on the Comprehensive Education Reform Committee.**

**Chair Chodroff indicated that it would be helpful if juvenile court justices were extended an invitation to come speak to the Working Group. Chair Chodroff agreed to extend the invitation and will advise the Working Group of the outcome at the next meeting.**

**On motion of Member Meredith, seconded by Member Holt, unanimously carried, the Working Group Received and Filed the discussion.**

**Attachments:**    [Updated Agency List and Summary April 27, 2016](#)  
                              [Revised Agency List and Summary May 12, 2016](#)

**V. CONSIDERATION OF MATTERS FROM PREVIOUS MEETING(S)**

8. Review of comments received from the Empowerment Congress' Justice and Public Safety Committee, and possible response. (16-2425)

**Chair Chodroff opened the floor for discussion regarding the response she prepared relative to comments received from the Empowerment Congress' Justice and Public Safety Committee. Member Osuna indicated that in addition to requesting Chaplain Javier Stauring, the former Co-Director**

of the Office of Restorative Justice of the Archdiocese of Los Angeles, that an invitation be extended to Lenore Anderson from Californians for Safety Justice as well.

Vice Chair Johnson made a suggestion that the Youth Justice Coalition, Arts for Incarcerated Youth, and Dignity and Power Now, as community based organizations be included in the outreach relative to former probationers.

On motion of Member Meredith, seconded by Member Osuna, unanimously carried, the response to the Empowerment Congress' Justice and Public Safety Committee was approved as amended.

Attachments:    [Empowerment Congress Comments](#)  
                          [Proposed response to Empowerment Congress](#)  
                          [Final Response to Empowerment Congress](#)

## **VI. STATUS REPORTS/UPDATES**

9. Update by the Interim Chief Probation Officer regarding juvenile field placements, as requested at the meeting of April 11, 2016. (16-2305)

Cal Remington, Interim Chief Probation Officer, provided an update on the Field Population, and discussion ensued. During discussion, Chair Chodroff made an inquiry relative to active investigations, specifically, how many are pre-plea and how many are pre-adjudication. Chief Remington indicated that he will provide the information at a future meeting.

On motion of Member Osuna, seconded by Vice Chair Johnson, unanimously carried, the Working Group Received and Filed the Juvenile Field Update.

Attachments:    [Report](#)

10. Status Report by the Chief Executive Office on the process for selecting a Consultant; and update on Consultant Statement of Work respondents. (16-2045)

**Ann Hom-Wong, Chief Executive Office, provided a status report on the selection of a Consultant. Ms. Hom-Wong informed the Working Group that CEO has received one response thus far to the Statement of Work previously sent out to potential vendors, with indication that there are additional interested parties. The deadline to receive the Statement of Work responses is Monday, May 16, 2016. Ms. Hom-Wong answered questions posed by the Working Group.**

**On motion of Member Holt, seconded by Member Meredith, unanimously carried, the Working Group Received and Filed the CEO's verbal update.**

**Attachments:**    [Consultant Scope of Work](#)

11. Status on the Probation Oversight Working Group's Overview Matrix, as requested at the meeting of April 27, 2016. (16-2306)

**Cal Remington, Interim Chief Probation Officer, indicated that the Agency Overview Matrix will be provided at a future meeting. Amalia Lopez, Probation Department, elaborated on the type of information that will be contained within the Matrix, including the services that the agencies provide, a marker where there is replication amongst the agencies and whether the agency is mandated or discretionary.**

**Discussion ensued relative to the possibility of having the Working Group make a presentation to the Board Deputies at a future County Agenda Review (CAR) meeting.**

**After discussion, on motion of Member Holt, seconded by Vice Chair Johnson, unanimously carried, the Working Group Received and Filed the information from the Interim Chief Probation Officer.**

**Attachments:**    [Supporting Document](#)

12. Update on the evaluations from the Oversight Consultants to explore and recommend the best practices model of the Probation Department and the Probation Department's Juvenile Justice and Crime Prevention Act Program; and status on the requested reports by the Board of Supervisors. (16-2047)

**There was none.**

**Attachments:**    [Evaluation Report](#)

**VII. MISCELLANEOUS**

13. Matters not on the posted agenda, to be discussed and (if requested) referred to staff or placed on the agenda for action at a future meeting, or matters requiring immediate action because of an emergency situation or where the need to take action came to the attention of the Probation Oversight Working Group subsequent to the posting of the agenda. (16-2018)

**Chair Chodroff requested that the status report from the CEO to the Board of Supervisors regarding the Working Group's progress be placed on the next Agenda if the report is available.**

**Chair Chodroff informed the Working Group that she and Vice Chair Johnson will attend the Empowerment Congress meeting on Monday, May 16, 2016, and will require an item be placed on the next agenda to discuss the outcome with the Working Group as a whole.**

14. Opportunity for members of the public to address the Working Group on items of interest that are within the subject matter jurisdiction of the Working Group. (16-2019)

**There were none.**

15. Adjournment of the meeting of Thursday, May 12, 2016. The next meeting is scheduled for Wednesday, May 25, 2016 at 1:00 p.m. in Room 374. (16-2308)

**Chair Chodroff adjourned the meeting at 5:26 p.m.**